



SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS MEETING MINUTES

SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

February 27, 2025, 1730 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 1730 hours. In attendance were Commissioner Edwards, Chairman Elmore, Vice Chairman Fay, Commissioner Schaub, Commissioner Steinruck, and Commissioner Waugh; and via Zoom was District Secretary Snure.

BADGE CEREMONY

Chief O'Brien introduced the Badge Pinning this evening. He presented the badges to the families so they could pin the badge on their loved one this evening, and he gave the oath for Snohomish Regional Fire & Rescue. Congratulations to Firefighters Katherine Dennis, Scott Guittar, Bret Litten, Erik Marty and David Rouse with the Class of 23-02. Also, congratulations to Firefighters Rande Gruenwald, Nate Pardo, and Shawn Pittman who were unable to attend this evening.

PUBLIC COMMENT

There was one public comment, asking for an update on the septic system project for Station 72. Chief O'Brien commented that we have submitted our design to Alderwood for the new water line and sewer line. Deputy Chief Rasmussen commented that the project is currently in the review period with Alderwood Water District and we are waiting for approval. He also reviewed design details.

UNION COMMENT

N/A

CHIEF'S REPORT

As presented. Chief O'Brien congratulated the following members:

- Mechanic Dave Jonkers; retiring Friday, March 7, 2025. Dave's celebration will be at 1:00 p.m. at Station 31 on his last day, March 7. Thank you for your 22 years of service!
- Battalion Chief Matt Bernethy; retiring Tuesday, April 1, 2025. BC Bernethy's flag ceremony is scheduled for Wednesday, March 12 at 9:00 a.m. at Station 81. Thank you for your 35 years of service!
- Battalion Chief Travis Welch; retiring Tuesday, April 1, 2025. BC Welch's flag ceremony is scheduled for Saturday, March 29 at 9:00 a.m. at Station 81. Thank you for your 35 years of service!



SNOHOMISH REGIONAL FIRE & RESCUE

Chief O'Brien also congratulated the following members on their recent promotions effective April 1:

- Brandon Gardner, Battalion Chief
- Ryan Lowe, Battalion Chief
- Marck Fujiwara-Herbert, Lieutenant

We also had a great Ribbon Cutting Ceremony at the Shop today. Chief O'Brien thanked everyone for their hard work to make this happen and he thanked the Commissioners for their support.

COMMISSIONER REPORTS

Meeting	Chair	Last Mtg.	Next Mtg.	Reporting
Capital Facilities	Steinruck	2/25/25	3/25/25	Yes
Finance Committee	Elmore	2/27/25	3/27/25	Yes
Sno911	Waugh	2/20/25	3/20/25	Yes
Sno-Isle Commissioners	Fay	12/5/24	3/6/25	No
Leadership Meeting	Schaub	1/23/25	3/27/25	No
Policy Committee	Schaub	2/13/25	3/13/25	No
Community Advisory Committee	TBD	1/6/25	TBD	No

Capital Facilities Committee – Commissioner Steinruck commented that we had a great turnout for the Shop Ribbon Cutting Ceremony today. Fire Stations 32 & 81 are going through more negotiations with the contractors. The committee plans to discuss the next priorities for Capital Facilities at the upcoming ComEx Retreat. They are looking forward to the Station Design Conference in May, and located in Glendale, Arizona. Their next committee meeting is March 25.

Finance Committee – Chairman Elmore commented that they met earlier today and reviewed the 2024 4th Quarter Report and Budget Amendment.

Sno911 – Commissioner Waugh commented their March meeting will be in person to discuss their radio replacement plan, plans to move into the new facility in May, and the radio cutover date expected to be April 8.

COMMITTEE MEETING MINUTES

Policy Committee – February 13, 2025

CONSENT AGENDA

Approval of Vouchers

Benefits Vouchers: 25-00164 to 25-00174; (\$798,345.21)

AP Vouchers: 25-00175 to 25-00292; (\$1,386,436.04)

Approval of Payroll

February 15, 2025 Payroll (\$1,487,616.35)



Approval of Minutes

Approve Regular Board Meeting Minutes February 13, 2025

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Schaub and 2nd by Commissioner Steinruck.

On vote, Motion carried 6/0.

OLD BUSINESS

Discussion

N/A

Action

EMS Snohomish County ILA

Chief O'Brien commented that he signed the updated ILA, and now we need to decide who will serve on the EMS Committee - Chief Waller or Chief O'Brien. Both chiefs are interested in this role.

Chairman Elmore commented that he will contact Chairman Mills and discuss the issue one on one. There is no motion necessary.

NEW BUSINESS

Discussion

Policy Review

- Policy 1010 Emergency Recall

Chairman Elmore mentioned this is our first look at this policy and we will have an opportunity to view it once more at our next meeting.

Action

MOU: Adjustment to Lt. MSO Testing Timeline

Deputy Chief Read commented that the goal of this MOU is to get testing approved for this year, and then in 2026 we will resume the normal schedule.

Motion to approve the MOU: Adjustment to the Lt. MSO Testing Timeline as submitted.

Motion by Commissioner Waugh and 2nd by Commissioner Edwards.

On vote, Motion carried 6/0.

GOOD OF THE ORDER

Chairman Elmore commented that next month is going to be busy with the Northwest Leadership Seminar and ComEx; and he thanked everyone for their efforts.

Commissioner Steinruck thanked HR Director Holtgeerts for her help with advertisements for the



Commissioner Vacancy Process. The second round of advertisements closes on Tuesday. The subcommittee consists of Commissioner Elmore, Commissioner Schaub, and Commissioner Steinruck. The commissioner candidate interviews will be held at a Special Commissioner Meeting on March 10 and we hope to have the new commissioner on board to participate with the upcoming ComEx Retreat, if their schedule allows.

A Special Meeting is scheduled for Monday, March 10 and tentatively set for 1800 hours. We could potentially plan for the Oath of Office at the March 13 Regular Commissioner Meeting.

ATTENDANCE CHECK

Regular Commissioner Meeting March 13, 2025, at 1730 - Station 31 Training Room/Zoom

EXECUTIVE SESSION

RCW 42.30.110(1)(g): Performance of a Public Employee

Chairman Elmore called for an Executive Session to begin at 1805 hours for 15 minutes, with no decision to follow. Chairman Elmore resumed the regular Board of Commissioners Meeting at 1820 hours and announced that there is no decision at this time.

ADJOURNMENT

Chairman Elmore adjourned the meeting at 1820 hours.

Snohomish Regional Fire & Rescue

Commissioner Rick Edwards

Commissioner Jeff Schaub

Chairman Troy Elmore

Commissioner Jim Steinruck

Vice Chairman Randy Ray

Commissioner Roy Waugh